York University
Schulich School of Business
BBA/iBBA PROGRAM COMMITTEE

Purpose and Responsibilities
The BBA/iBBA Program Committee is responsible for academic policy in Schulich undergraduate programs, which are currently the BBA Program and the iBBA Program.

Matters addressed by the Committee include:
1. Academic Programs and Academic Policies:
   a. Curriculum reviews and changes
   b. New undergraduate programs
   c. New course proposals
   d. Changes for existing courses, whether substantive or formal (e.g., course number, course title, course description)
   e. Modifications of academic policies, including exchange program requirements

The Committee's recommended changes to academic programs and policies are forwarded to the Schulich Faculty Council for final approval and subject, as necessary, to further approvals from the York University Senate.

2. Non-Academic Initiatives:
   a. Initiatives to promote learning outside the classroom (e.g., events during Reading Week)
   b. Community-building among students and faculty (e.g., involvement in Frosh Week).

Membership
Chair (voting)
- BBA/iBBA Program Director

Elected Voting Members
- Five Schulich faculty representatives from different areas
- Five BBA/iBBA students, at least one of whom must be an iBBA student. Further, each year of the four-year undergraduate program must have an elected representative.

Ex Officio Voting Members
- Associate Dean, Academic
- Executive Director, Student Services & International Relations
- Associate Director, BBA/iBBA Program

Non-Voting Members
- Associate Director, Undergraduate Programs, Student Services & International Relations
- Representative from the Career Development Centre

Meeting Schedule/Typical Frequency of meetings
Typically once a month in the fall and winter terms.

Quorum
Seven voting members

Updated November 19/2014 (FC May 2014)

Discussions: All members, including student representatives, are encouraged to participate actively in committee meetings and to consult the constituencies they represent (faculty, administration, or students) for their concerns and their views of issues before the Committee. The Committee welcomes relevant information and views from various stakeholders in its deliberations and decision-making.

Decision-Making: In general, the Committee seeks consensus in the development of its recommendations. When this is not feasible or when a formal vote is required by school or university policy, motions are carried on the basis of a simple majority of the Committee's voting members.